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ABSTRACT

This publication is a compilation of information from the 50 states and the District of Columbia concerning selected teacher education and certification practices and policies. Its purpose is to help state certification officers find compatible states with which they might work toward formal agreements for interstate teacher certification. At present many factors exist which make it difficult for certified teachers to move freely from one state to another. A faculty would have more to offer, however, if it included persons with varying backgrounds and geographic origins. Interstate certification could also serve to raise the educational level of teacher training institutions within each state. The proposed plan includes 1) an experience route for certificate holders and 2) the approved program approach by which a teaching certificate would be granted automatically and without review of transcript to any graduate of a state-approved higher institution who has that institution's recommendation as a teacher. The following information is provided for each state: 1) legal and policy structure; 2) approval of teacher education programs for certification; 3) criteria for approval of teacher education programs; 4) certification procedures; 5) statistical and other data. A later publication will serve as a manual for states interested in forming interstate certification agreements. (MBM)

ED051081

STATE EDUCATION DEPARTMENTS' POLICIES AND PRACTICES in the APPROVED PROGRAM APPROACH to TEACHER CERTIFICATION

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION
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(Revised June 1970)

Interstate Certification Project
Title V, Elementary and Secondary
Education Act
Division of Teacher Education
and Certification
State Education Department
Albany, New York

SP004789

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INTRODUCTION

Over the years various groups have been involved in reaching interstate agreements in teacher certification. Under a planning grant in 1966 from the U.S. Office of Education (Title V, Section 505, Elementary and Secondary Education Act), New York State has been exploring this area with a number of other interested states which use the approved program approach to teacher education.

This bulletin is a summary of information gathered from the fifty states and the District of Columbia about practices and policies related to the approved program approach to teacher certification.

Purpose

This publication is a compilation of information from the states concerning selected teacher education and certification practices and policies. The purpose of assembling this material is to help state certification officers find compatible states with which they might work toward formal agreements for interstate teacher certification.

Contents

This bulletin includes a sample questionnaire and resumes of the current practices and policies of each state discussed under the following headings:

1. Legal and Policy structure
2. Approval of teacher education programs for certification
3. Criteria for approval of teacher education programs
4. Certification procedures
5. Statistical and other data.

To keep each resume to an appropriate length, a certain amount of interpretation of the differing policies was necessary in the transposition of data from the questionnaires. This may result in minor inconsistencies or ambiguities, so that the resumes are not always directly comparable. Since this bulletin attempts only to find broad areas of common ground on which the states may meet, it is not essential that all inconsistencies and ambiguities be resolved in this publication.

* * *

The Interstate Certification Project

Many factors exist that make it desirable for certified teachers to be able to move more freely among states.

The myriad and sometimes petty differences in certification requirements from state to state pose serious problems. A teacher certified in one state must choose carefully if he desires to move to another state unless he is prepared to return to school to meet new certification requirements.

From the point of view of the school, a faculty which is made up entirely of graduates from within the state has much less to offer students than a faculty made up of persons with varying backgrounds and geographic origins. And yet, schools cannot attract out-of-state teachers successfully when they are obstructed by different certification requirements.

Not only would interstate certification remedy these problems, but two strong benefits would occur to the state contracting an interstate agreement. First, colleges in a participating state could attract students from other states by advertising that graduates of its teacher program would be automatically certified to teach in other participating states.

Second, participation in the Interstate Certification Agreement could raise the educational level of teacher training institutions within each state. Marginal institutions would be encouraged to up-grade their programs to meet state approval standards for the Interstate Agreement or face the loss of a student body from diversified geographic backgrounds.

The plan developed by the participants in the Interstate Certification Project includes two routes to interstate certification: (1) the approved program approach and, (2) an experience route for certificate holders.

* * *

The Approved Program Approach

One method suggested as a basis for interstate certification is the approved program approach to teacher education and certification. Through this approach, a teaching certificate is granted automatically and without review of transcript to any graduate of a state approved higher institution who has that institution's recommendation as a teacher. This approach simplifies certification within each state by eliminating bureaucratic course-counting of each graduate's transcript.

Applied to interstate certification, mutual acceptance of the approved program approach can simplify the procedure of one state certifying another state's graduates from an approved program in teacher education.

One advantage of using this approach is that teacher education programs are not regimented when they become part of an Interstate Agreement. The approved program approach permits flexibility for colleges and universities to modify their programs with considerable freedom within each state. The ability of graduates to be certified in participating states remains unimpaired as long as the program has the approval of the state in which it is located.

Another advantage is that this approach permits a variety of philosophies toward teacher training. Interstate certification should not attempt to make uniform educational standards and practices throughout the states. The interstate agreement under development has stressed understanding and acceptance of the differences in other states' certification requirements. The project seeks common denominators to bring state certification authorities together; it does not seek to make the requirements in each state the same.

Interstate Acceptance - Certificates and Experience

* * *

Conclusion

A second publication is in progress which will serve as a manual for those states interested in forming interstate certification agreements. It will include additional background information about teacher mobility and its effect upon the quality of education, model legal instruments, and suggested procedures for implementing interstate agreements.

INTERSTATE CERTIFICATION PROJECT
New York State Education Department
Albany, New York 12224

DESCRIPTION OF THE
APPROVED PROGRAM APPROACH TO CERTIFICATION

For

General Information and Directions

The attached questionnaire requests that information be provided in several forms. There are items which:

(a) may be completed with a check mark, a number, or a word or two.

(b) need a response of a few words, phrases, or perhaps a sentence or two (a space under the item has been provided for these responses),

(c) need additional information. It is requested that these data be attached in whatever form is deemed appropriate. Please identify on such attached information the item in the questionnaire to which the attachment is germane.

Although an attempt has been made to avoid local terminology, please review the definition of terms prior to responding to the questionnaire.

Efforts have been made to eliminate from the questionnaire information that can be readily gathered from standard reference sources.

DEFINITION OF TERMS

1. Approval of Program - A formal understanding between a state authority and a higher institution that a specified educational sequence will assure the institution's recommendees of a certificate for school service.

2. Certificate - A document, issued by a state education department, indicating that the holder has satisfied the minimum requirements for a specified professional position. Also called a license.

3. Certification - Action leading to issuance of a certificate.

4. Higher institution - An incorporated post-secondary institution requiring, for admission, four years of secondary school work, or the equivalent, offering at least a four-year course leading to the bachelor's or higher degree.

5. Non-certified - An individual employed in a professional position who does not have a certificate for that position.

6. N.A. - Not applicable

7. Private institution, higher education - A college or university primarily supported by other than tax revenues.

8. Professional - School personnel employed in a position requiring at least the baccalaureate degree.

9. School district - Unit of local government established to carry out the state's responsibility to provide adequate educational opportunities for all the children of the state by operating schools or contracting for school services.

10. SED - State education department.

11. Teacher certification - A general term which includes certification for all professional positions in the schools.

12. Teacher education program - A sequence of courses and experiences in a higher institution, successful completion of which prepares a candidate for teaching or other school service.

13. Temporarily certified - An individual employed in a professional position who holds a certificate based on lesser requirements than the regular standard certificate for the state.

INTERSTATE CERTIFICATION QUESTIONNAIRE

A. The State Legal and Policy Structure

1. Is there statutory authority for validating certificates from another State?

Yes _____ No _____

If yes, please attach copies of the text of such statutes and/or agreements.

2. Are there statutory regularions prohibiting the acceptance of teacher certification from another state?

Yes _____ No _____

If yes, please attach copies of the text of such statutes and/or agreements.

3. Are there formal certification agreements with other states?

Yes _____ No _____

If yes, by whose authority were they established:

(a) Legislative _____
(b) SED regulation _____
(c) Other (specify) _____

4. Please check those of the following who may certify teachers from out-of-state.

(a) SED, Teacher Certification Office _____
(b) Higher institution _____
(c) County or Regional Authority _____
(d) Local School District _____
(e) Other (please specify) _____

5. Do SED records contain the following data:

(a) Copy of each current teacher certification program in effect in each higher institution in the state?

Yes _____ No _____ N.A. _____

(b) A record for each certificate issued in the state?

Yes _____ No _____ N.A. _____

B. Approval of Teacher Education Programs for Certification

1. What accreditation must a higher educational institution in the state have to permit graduates to be certified (check all applicable entries)

(a) No accreditation needed _____
(b) State accreditation needed _____
(c) Regional accreditation needed _____
(d) National accreditation needed _____

2. If teacher education programs in higher institutions require approval of the state certification authority and, in addition, another agency, what is that agency?

(a) Name of Agency _____
(b) Does state certification authority follow other agency approval? _____
(c) Does state certification authority precede other agency approval? _____

3. For what period of time is a higher institution's teacher education program approved?

	Initial Approval	Subsequent Approval
(a) Up to 5 years	_____	_____
(b) From 5 to 10 years	_____	_____
(c) More than 10 years	_____	_____
(d) No specified time	_____	_____
(e) Time limits vary among programs	_____	_____
(f) N.A.	_____	_____
(g) Other (please specify)	_____	_____

4. Is there a difference in the procedure for initial approval and any subsequent reapproval of a teacher education program in a higher institution?

Yes _____ No _____ N.A. _____

If yes, please attach a list of the major differences between the two procedures?

5. During the period of initial approval of a higher institution's teacher education program, is there an on-campus audit (a visit for verification and further information)?

Yes _____ No _____ N.A. _____

6. When a higher institution submits a teacher education program for SED approval, what institutional officer authorizes it as an official program of the institution?

_____

7. If a teacher education program is not approved, is there provision for appeal by the institution?

Yes _____ No _____ N.A. _____

If yes, please attach an outline or copy of the appeal process.

8. Please check those of the following whose members may be involved in on-campus audits of teacher education programs in higher institutions:

(a) SED, Teacher Certification Office _____
(b) Higher Institutions _____
(c) NCATE representatives _____
(d) Regional accrediting groups _____
(e) Lay groups _____
(f) Public School Personnel _____
(g) N.A. _____
(h) Other (please specify) _____

9. Please check the following items which apply to on-campus audits of teacher education programs:

(a) Is the program described in writing prior to the campus visit?

Yes _____ No _____ N.A. _____

(b) Is there an outline of required information for the written application?

Yes _____ No _____ N.A. _____

If yes, please attach.

(c) Is there a training program for personnel making audits if they are not regular SED personnel?

Yes _____ No _____ N.A. _____

(d) If there is such a program, is the training done by SED staff?

Yes _____ No _____ N.A.

Yes _____ No _____ N.A. _____

Other (Please explain)

(e) What is the average length of time taken for each audit?

1 day _____ 2 days _____ 3 days _____

More than 3 days

(f) Is there a specified time between each visit?

Yes _____ No _____ N.A. _____

(g) If (f) is yes, please indicate the number of years between visits.

(h) Are there written standards used by visiting teams?

Yes _____ No _____ N.A. _____

9. (continued)

(i) By whom are visits financed?

_____

(j) How many persons typically comprise such a visiting team?

_____

C. Criteria for Approval of Teacher Education Programs in Higher Institutions

1. Who participates in establishing criteria for approval of teacher education programs (check all applicable items):

(a)	SED, Teacher Certification Office	_____
(b)	Higher Institutions	_____
(c)	Lay committees	_____
(d)	Committee of certification specialists	_____
(e)	County authority	_____
(f)	NCATE	_____
(g)	Regional accrediting group	_____
(h)	Local districts	_____
(i)	N.A.	_____
(j)	State board of education	_____
(k)	Other (please specify)	_____

2. Is final approval of criteria granted by SED?

Yes _____ No _____ N.A. _____

If no, please explain.

3. When were criteria last revised? _____

4. If state standards are used for criteria, please attach copies of standards currently used.

5. May a higher institution depart from its approved program?

Yes _____ No _____ N.A. _____

If yes, whose approval is needed to make changes?

(a) SED, Teacher Certification Office _____
(b) Higher institutions _____
(c) Other (please specify) _____

D. Certification Procedures

1. Does the state permit courses from non-accredited higher institutions to be used toward certification?

Yes _____ No _____ N.A. _____

If yes, check below.

(a) An accredited higher institution may accept such courses in transfer credit toward completion of its approved program _____

(b) The state certification unit may accept such courses when validated by further study at an accredited higher institution. _____

(c) Other (please explain) _____

2. If the higher institution recommends certification to the state education department, is each candidate's transcript reviewed?

(a) Within the institution?

Yes _____ No _____ N.A. _____

If yes, by whom? (title)

_____

(b) By the certification unit in the SED?

Yes _____ No _____ N.A. _____

3. Is a recommendation by the higher institution of competency to teach an essential criterion for certification of the institution's candidates?

Yes _____ No _____ N.A. _____

E. Statistical and Other Data

1. How many SED employees are there in the following categories?

(a) Charged only with reviewing credentials for teaching certificates (professional level positions): _____

(b) Charged only with approving teacher education program applications for institutions of higher education (professional level positions): _____

(c) Charged only with making evaluation visits to teacher education institutions in the state (professional level positions): _____

(d) Processing credentials and related office activities (non-professional positions): _____

(e) Individuals involved with both a. and b. above: _____

(f) Individuals involved with both b. and c. above: _____

(g) Individuals involved with a., b., and c. above? _____

2. What is the average number of certified teachers prepared in the state each year by types of higher institutions. (Use the past five years to compute the annual average).

_____ (number of teachers) from _____public institutions.

_____ (number of teachers) from _____private institutions.

3. What is the average number of teachers certified each year (use past five years to compute average) using the following methods:

by direct state department evaluation of individual credentials? _____

by higher institutional recommendations to state department? _____

directly by higher institutions? _____

directly by county authority? _____

directly by school districts? _____

Other (please specify) _____

4. How many teachers were employed at the last official tally who have less than the regular State certification (e.g., uncertified, emergency or temporary license)?

Number so employed _____

Date of tally _____

5. Are significant changes anticipated in the near future concerning teacher education and/or certification that would substantially alter the pattern described in this questionnaire?

Yes _____ No _____

6. Is data processing used in compilation of certification records?

Yes _____ No _____

7. Is the teacher's social security number in toto a part of (or does it constitute) the teacher's certificate number?

Yes _____ No _____

STATE RESUMES

ALABAMA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Southern Association accreditation are required of all institutions in the state which prepare teachers. State accreditation precedes Southern Association accreditation. There is no specified period of time for which either initial or subsequent state approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the dean as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, NCATE, the Southern Association, higher institutions, and public schools. The institution's program is described in writing prior to the audit; an outline of required information is not furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 2 days and involves 5 persons. There is no specified time period between audits. Written standards are used by the visiting team. Audit expenses are borne by the insitution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, NCATE, the Southern Association, and the State Board of Education. Final approval of the criteria is

granted by the State Education Department. An institution may depart from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by the dean of the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions - - 5,413
13 private institutions - - 2,320

Average number of teachers certified each year by direct state department evaluation of individual credentials - - 1,433

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,306

Number of non-certified teachers employed as of 1965-66 school year -- 1,357

State Education Department Personnel:

2 -- review credentials for certification
1 -- approves teacher education program applications
1 -- makes evaluation visits
5 -- process credentials and perform related office activities
3 -- review credentials and approve program applications
2 -- approve applications and make evaluation visits
3 -- review credentials, approve applications, make visits

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are a part of the certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school in Alabama is to contact the superintendent in small school systems or the principal in large school systems.

ALASKA

Alaska is in the process of developing rules and procedures for certification.

ARIZONA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. State Board of Education's Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State Accreditation is required of all institutions in the state which prepare teachers; regional or national accreditation is encouraged. A teacher education program is authorized by the dean of the college of education as an official program of the institution seeking approval. Initial state approval is granted by the State Board of Education for two-year periods until such time as an institution is granted regional or NCATE accreditation; thereafter, state approval is on a continuing basis for as long as regional or national accreditation is maintained. State standards and procedures are based upon regional and national standards; the procedures and personnel for on-campus audits are from those groups rather than from the State Education Department. The expenses of the audit teams are borne by the institutions.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of NCATE and a regional accrediting group. The criteria are based on those of the regional and national associations. An institution may depart from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at the graduate level at an accredited institution. Transcripts of candidates for certification are reviewed by the registrar.

or other authorized person in the institution or by the State Education Department when a minimum of 15 graduate hours has been completed. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

3 public institutions -- 3,000
1 private institution -- 45

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 5,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,800

Number of teachers employed on an emergency basis as of February, 1970 -- 78

State Education Department Personnel:

4 -- review credentials for certification
6 -- process credentials and perform related office activities

No significant changes in procedure are anticipated in the near future. Microfilming is used to store certification records; data processing has been discontinued because the volume did not justify its use. Social security numbers are not part of the certification numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school in Arizona is to require the teacher making application to furnish such information.

ARKANSAS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation is required of all institutions in the state which prepare teachers. The state may grant a three-year temporary approval before North Central Association approval is obtained, but final accreditation by the state is not granted until after an institution is accredited by the North Central Association. There is no specified period of time for which this subsequent approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. There is no specific provision for appeal by an institution whose program is not approved, but a review may be requested and is usually granted.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, NCATE, Arkansas Education Association, the North Central Association, and public school personnel. The institution's program is described in writing prior to on-campus audits. An outline of required information which is used by the visiting team is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves 6 to 8 persons. There is no specified time between audits; written standards are used by the visiting team; expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, a committee of certification specialists, the North Central Association, NCATE, and NASDTEC. Final approval of criteria is granted by the State Education Department, based on North Central Association approval. Criteria were last revised in 1967. An institution may depart from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the dean of the teacher training program of the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

The average number of certified teachers prepared each year in the higher institutions of the state is 2,523 from all institutions.

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 6,745

Number of non-certified teachers employed as of the 1965-66 school year -- 413

State Education Department Personnel:

1 -- reviews credentials for certification
1 -- makes evaluation visits to institutions
1 -- review credentials and approve program applications
1 -- approves applications and makes evaluation visits
1 -- reviews credentials, approves applications, and makes evaluation visits

Significant changes in procedure are anticipated in the near future. Data processing is not used. Social security numbers are not part of the certificate numbers.

CALIFORNIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is authorized under the Interstate Agreement on Qualification of Educational Personnel.
2. Formal agreements with other states under the compact exist
3. State Department of Education must certify teachers prepared out-of-state on the same basis as teachers prepared in California.
4. State Department of Education records include both a copy of the teacher education programs of each higher institution in the state and a record of each certificate issued.

B. Approval of Teacher Education Programs for Certification

Regional accreditation is required of all institutions which prepare teachers. State approval is required only for individual programs. State approval follows or is concurrent with regional accreditation. Initial approval or accreditation is for a period of up to three years; subsequent approval or reaccreditation is for periods of up to five years.

Re-approval requires the same detailed information as is required for initial approval with special explanations required for changes which have been made in programs. Completion of an institutional program is certified to by the Dean or Head of Education. There is no formal procedure established for approval for institutions which are not approved. On-campus evaluations are made for the purpose of gaining initial re-approval. Audits involve persons representing the State Department of Education, higher education institutions, and public school personnel. The institution's program(s) is described in writing prior to the audit; a written outline of the required information is furnished by the State Department of Education. Training workshops are conducted periodically for the training of visiting teams. Visitations encompass three days and varying numbers of persons make up visiting teams depending upon the size of the institution visited and the number of programs to be evaluated. Written criteria are used as a basis for evaluations. Visitation expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval are established by the State Accreditation Committee (a statutory professional committee). Final approval is granted by the State Board of Education. Criteria were last

revised in 1969. An institution may depart from state standards with the approval of the State Board of Education.

D. Certification Procedures

Courses from non-regionally accredited institutions may be accepted toward certification by the State Department of Education when such work is accepted on transfer by an accredited institution. Transcripts of applicants for certification are reviewed by the State Department of Education. Certification by an institution on completion of an approved program will be the only procedure for certification by 1974.

E. Statistical and Other Data

Average number of certified teachers prepared each year

10,000 - 24 public institutions
2,500 - 30 private institutions

Average number of teachers certified each year by direct state department evaluation of individaul transcripts -- 40,000

Average number of teachers certified each year by higher education institutional recommendations to state department -- 11,000

Approximately 7,500 teachers with less than regular certification were employed in the 1965-66 school year.

State Education Department Personnel:

-- participate in evaluation visits

-- process applications for certification on direct application to the State Department of Education

-- participate in the process of recommending approval of teacher education programs.

Certain changes in approval procedures are anticipated in the future. Automatic data processing is being utilized and its use will be increased. Social security numbers are required.

COLORADO

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. The State Board of Education has adopted the NASDTEC statement on reciprocity in teacher certification
3. Teacher Certification Office may certificate out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation are required for all institutions in the state which prepare teachers, with NCATE accreditation recommended. Each accrediting agency conducts its own appraisal of institutions and programs. Both initial and subsequent state approval are generally granted for no more than 5 years. There is no significant difference in procedure for initial and subsequent approval. A teacher education program becomes an official program of the institution which is seeking approval only after it has been evaluated by the Colorado Commission on Teacher Education and Certification and approved by the State Board of Education. An institution whose program is not approved may file for redress in district court. Advanced involvement of the State Education Department with the institution usually precludes submission of programs which do not meet the requirements for accreditation. Institutions may request a rehearing by the aformentioned Commission or before the State Board of Education.

On-campus audits are made during the period of initial and subsequent approvals. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, North Central Association (rarely), lay groups, and public school personnel. The instituion's program need not be described in writing prior to the audit. A training program for audit personnel is conducted by the State Education Department. An average audit takes 2 days and involves 10 to 16 persons. The time between visits is usually 5 years; written standards (USOE Bulletin 351, NCATE materials, and NASDTEC-MLA-NCTE-OE-WMU "Guidelines for the Preparation of Teachers of English", NASDTEC-MLA, "Guidelines for Teacher Education Programs in Modern Foreign Languages"; NASDTEC-AAAS 'Guidelines for Preparation Programs of Teachers of Secondary School Science and Mathematics", and "Guidelines for Science and Mathematics in the Preparation Program of Elementary School Teachers"

and similar materials) are used by the visiting team; expenses are borne by the state.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval in selected fields have been established by the State Board of Education in the form of guidelines which have been developed by representatives of the State Education Department, Colorado Commission on Teacher Education and Certification, regional accrediting group, college and university specialists and administrators, interested laymen, and non-school specialists. Once such guidelines are adopted they influence the programs of the colleges and serve to regulate the issuance and endorsement of certificates. Revision of the guidelines is periodic and the criteria are drawn from many professional sources. A higher institution may revise its approved program with the approval of the State Education Department. In subjects or fields for which state guidelines are not available, USOE Bulletin 351 generally fills the gap.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the "Institution Recommending Official" and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

7 public institutions -- 2,760
5 private institutions -- 800

12,000 teachers are initially certificated or qualified for renewal each year.

Number of non-certified teachers employed as of February 1970--293.

State Education Department Personnel:

2 -- review credentials for certification, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions.
4 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Date processing is used for some parts of the compilation of certification records. Social security numbers are part of the process of identifying applicants.

CONNECTICUT

Connecticut is in the process of revising rules and procedures for certification.

DELAWARE

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law. The authority is by action of the State Board of Education.
2. There are certification agreements with other states by the authority of the State Board of Education.
3. TEPS Office (Teacher Education and Professional Standards) and the Wilmington Board of Education (for Wilmington schools) may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Middle States accreditation are required of all institutions in the state which prepare teachers. State accreditation precedes regional accreditation. Initial state approval is granted for up to five years; subsequent approval is for five years. There is no difference in procedure for initial and subsequent approval. A teacher Education program is authorized by the dean of the college of education as an official program of the institution seeking approval. Institutions whose programs are not approved may resubmit their proposal to the Advisory Council of the State TEPS for recommendation to the State Board of Education for approval.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's TEPS Office, higher institutions, and public schools. The program is described in writing prior to the audit; an outline of required information (based on NASDTEC criteria) is furnished. An average audit takes 1 or 2 days and involves 7 to 9 persons; written standards are used by the visiting team. Expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Education and Professional Standards Office, higher institutions, lay persons from the Advisory Council, NCATE, local districts as represented by the Advisory Council, and the State Board of Education, Final approval of criteria is granted by the State Board of Education. Criteria now

established are those found in Bulletin 351, Standards for State Approval of Teacher Education. An institution may depart from its approved program with the approval of the State Education Department's TEPS Office and State Superintendent with the recommendation of the Advisory Council of TEPS

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance toward an accredited graduate program and completion of six semester hours of satisfactory work, or when validated by acceptance scores on the National Teacher Examinations. Transcripts of candidates for certification are reviewed by the records office of the institution and in some cases by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

2 public institutions -- 325

Information on the average number of teachers certified each year in the state is not available

Number of non-certified teachers -- approximately 700

State Education Department Personnel: (TEPS Office)

2 -- review credentials for certification
4 -- process credentials and do related office activities
1 -- reviews problem credentials, approves teacher education program applications from institutions of higher education, and makes evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Date processing is being used. Social security numbers are a part of the certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Delaware is to send an adopted reference form (check list rating plus space for comment) to the chief school officer in the district.

DISTRICT OF COLUMBIA

A. Legal and Policy Structure

1. Validation of certificates from outside the District is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with any of the states.
3. Teachers from within and out of the District must be certified by the Board of Examiners for the local Board of Education, which also serves as the Education Department.
4. The Board of Examiners has a record of each certificate issued in the District.

B. Approval of Teacher Education Programs for Certification

Regional and national accreditation are required of all institutions in the District which prepare teachers.

C. Criteria for Approval of Teacher Education Programs

This section is not applicable to the District

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution, or when the course is not available from an accredited institution. Transcripts of candidates for certification are reviewed by the Board of Examiners. Recommendation by the institution of a candidate's competence to teach is essential for certification of new teachers; teachers with experience may substitute teaching ratings for certain required courses specified in the certification requirements.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the District:

1 public institution ---- 120
5 private institutions -- 400

Over 1,200 teachers a year are certified, all by direct evaluation of credentials by the Board of Examiners.

Number of non-certified teachers employed in the District as of May, 1970 --- 500

Significant changes that are anticipated in the near future include the use of data processing in analyzing transcripts and the use of social security numbers for certification numbers.

The passage of the interstate reciprocity bill presently before Congress would grant us greater certification flexibility.

FLORIDA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically prohibited by law.
2. Currently there are no certification agreements with other states. NCATE approved programs are recognized, however.
3. Teacher Certification Office may certify out-of-state teachers.
4. Education Department records include a detailed course-by-course description of approved teacher preparation programs of higher institutions in the state which train teachers; also, a complete record of each teachers's college training and certification is on file.

B. Approval of Teacher Education Programs for Certification

Either state approval or Southern Association accreditation is required of all institutions in the state which prepare teachers. State approval is granted (and renewed) for a period not to exceed five years. Initial approval requires a very thorough and detailed study of the total institution. Subsequent approval is less detailed and is concerned primarily with response to recommendations made on the prior visit, as well as changes which have occurred. There is no established provision for appeal by an institution whose program is not approved.

On-campus evaluations are made periodically. Evaluation visits may involve representatives of the State Education Department's staff, higher institutions, law groups, and public school personnel. The institution completes a self-study prior to the visit. There is no formal training program for visiting committee members. Normally a visit takes 3 days and involves from 7 to 14 persons. Written standards are used by the visiting team; expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Board of Education. The criteria are recommended by the Teacher Education Advisory Council. The council is composed of representatives of the higher institutions, lay committees, local districts, professional organizations, and the Department of Education. The criteria were last revised in 1970. An institution wishing to depart from its approved program must submit an official request and receive approval.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they have been accepted as transfer credit by an accredited institution toward completion of its approved program or when validated by further study at an accredited higher institution. Transcripts of candidates for certification are reviewed by the dean of education or other persons designated by the president of the institution, and also by the Department of Education. Recommendation by the institution of a candidate's competence to teach is essential for certification. An official transcript reflecting a degree granted and that the applicant graduated in good standing meets this requirement.

E. Statistical and Other Data

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 44,000

State Education Department Personnel:

27 -- review credentials
41 -- process credentials and related office activities

Some changes in procedure are anticipated in the near future. Data Processing is used. Social Security Numbers are not a part of the certificate numbers. Social Security Numbers are currently being started for possible use later, however.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Florida is to write to the principal of the school in which the applicant taught.

GEORGIA

A. Legal and Policy Structure

1. Reciprocity is granted to institutions approved by NCATE.
2. Out-of-state teachers not approved by NCATE are verified by the Division of Teacher Education and Certification.
3. State approved programs require a copy of the teacher education program of each Georgia institution of higher learning.
4. A record and a transcript of each applicant for a certificate are required.

B. Approval of Teacher Education Programs for Certification

State approval and regional accreditation are required with state approval following regional accreditation. A program of teacher education is initiated by the institution. Approval of a teacher education program is then the responsibility of the State Board of Education. Both initial and subsequent state approval is for a period of from one to five years, with the exception of institutions which do not meet initial approval. There is no difference in procedure for initial and subsequent approval. Approval of a teacher education program is recommended to the State Board by the Division of Teacher Education and Certification. Appeal by an institution whose program is not approved may be made to the State Board of Education.

On-campus evaluations are made during the period of initial approval. Evaluations are coordinated throught the State Department's Division of Teacher Education and Certification. Evaluation may involve representatives of higher institutions, the State Department of Education, and the public schools. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. An extensive orientation is provided prior to and during the first three days and involves varying numbers of persons according to the size and complexity of the institution. Time between audits is five years, with some institutions requiring follow-up visits. Expenses are borne jointly by the State Education Department and the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Education Department's Teacher Education and Certification Division, after such criteria have been developed and recommended by the "State Advisory Council for Teacher Education and Certification." Criteria undergo continuous revision. An institution may depart from its approved program by

submitting changes for approval to the State Education Department's Teacher Education and Certification Division.

D. Certification Procedures

Courses from an approved institution are credited toward certification. Transcripts of applicants for certification are reviewed and recommended for certification by a liaison officer of the institution. Random checks on approved programs are made by the Department's Division of Teacher Education and Certification. Recommendation by the institution of an applicant's competence to teach is essential for certification.

E. NCATE and State Evaluation Policy

NCATE evaluations of teacher education programs may be accepted by the Georgia Department of Education in lieu of a State evaluation at five-year interim periods between state evaluations. However, any new program that is initiated by an institution between Departmental evaluations will be evaluated by the Department of Education before it is approved.

F Statistical and Other Data

Average number of certified teachers prepared for the year 1970 in higher institutions of the State:

14 public institutions --	4,635	
17 private institutions --	1,200	
TOTAL	5,835	including B.A. and M.A. Degrees

Average number of teachers certified each year by direct State Department evaluation of individual credentials -- 8,000

Average number of teachers certified each year by higher institutional recommendations to State Department -- 5,000

Number of non-certified teachers employed as of June, 1969 -- 248

State Department of Education Personnel:

6 -- review credentials for certification
2 -- approve teacher education program applications from institutions of higher education

No significant changes in procedure are anticipated in the near future. Data Processing is used. Social Security numbers are not part of the certificate numbers.

G. The most expedient way to obtain information about a teacher formerly employed in a school system in Georgia is to write the school system where she was last employed.

HAWAII

A. Legal and Policy Structure

1. Validation of out-of-state certificates is provided for by law. Teacher must be in receipt of valid Hawaii teaching certificate.
2. Certification agreements with 14 other states are currently being negotiated.
3. Certification Office may certify teachers who are non-state residents
4. State Department of Education records include a copy of each current approved teacher certification program in effect in each higher institution in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

Regional accreditation is required of all institutions in the state which prepare teachers who qualify for certification. State procedures for program approval are currently being revised and further developed.

C. Criteria for Approval of Teacher Education Programs

(Current procedures and criteria are in the process of being further developed and revised.)

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification if they are accepted by accredited institutions as part or full requirements for a degree at the accredited institutions. Degrees from non-accredited institutions are accepted for certification if the applicant satisfactorily completes a screening examination which consists of: (a) the Miller Analogy Test; (b) the National Teacher Examination; and (c) an oral examination by a committee of three persons selected by the chairman of the Certification Committee.

Transcripts from candidates for certification are reviewed by the training institution but they are further reviewed by the State Education Department. Recommendation by the institution of a candidates competence to teach is not required for certification though such recommendations are sought in the process of employment.

E. Statistical and Other Data

1. Average number of certificated teachers prepared each year in higher institutions of the state -- approximately 800

   1 public institution -- 450
   2 private institutions -- 50

2. Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2000. (These include teachers who are granted the more advanced certificate; other types of certificates such as counseling, driver education; etc.)

3. Number of non-certificated teachers employed as of May 1970-- 150. (These include teachers who have degrees with teaching majors but lack either education credits or student teaching.)

4. State Education Department Personnel (Responsible for Certification)

   1 Director of Recruitment and Employment
   1 Supervisory Personnel Clerk
   2 Personnel Clerks
   1 Stenographer (approximately 1/3 time for certification)
   1 Typist
   1 Staff Specialist for Employment (responsible for Certification)

   Date processing is currently limited to the maintenance of statistical records of data related to types of certificates issued. Social Security numbers are not part of the certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Hawaii is to write to:

   Mr. Eugene H. Yamamoto, Director
   Recruitment and Employment
   Department of Education
   P.O. Box 2360
   Honolulu, Hawaii 96804

IDAHO

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers
4. State Education Department records include a record of each certificate issued by the state, but not a copy of the teacher education programs of the higher institutions of the state.

B. Approval of Teacher Education Programs for Certification

State and Northwestern Association accreditation are required of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. There is no specified time for which state approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. Appeals may be made within a period of 30 days after having the program dropped. A commission is appointed and recommendations made. the decision then is final.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, and the State Board of Education. Final approval of criteria is granted by the State Board of Education. Criteria are revised annually. An institution may depart from its approved program only by appeal to the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated through acceptance or by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the director of teacher education of the institution, and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

4 public institutions -- 1016
2 private institutions - 153

700 - 900 teachers certified each year, all by direct State Education Department evaluation of credentials

Number of non-certified teachers employed as of May, 1969 - 169

State Education Department Personnel:

1 -- reviews credentials for certification
2 -- review credentials and approve teacher education program applications from institutions of higher education
2 -- approve programs and made evaluation visits to institutions
2 -- review credentials for certification, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions
3 -- process credentials and do related office activities

Significant changes in procedure that are anticipated in the near future include the introduction of data processing and the use of social security numbers as a part of certificate numbers.

ILLINOIS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is provided for by law.
2. No formal agreements with other states exist at present.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include the teacher certification programs of each higher institution in the state which trains teachers and a record of each teacher's certificate.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required. Initial and subsequent approval is given for up to five years. There is no difference in procedure for initial and subsequent approval. The higher institution's program is usually authorized as an official program of the institution by the dean of the college of education. There is no provision for appeal by those institutions which are not approved. On campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, and public schools. The program is described in writing prior to the visit; an outline of required information is provided by the State Education Department. There is no training program for audit personnel. The average audit takes 2 days and involves 5 persons including representatives of the State Education Department. The time between visits is 5 years. Written standards are used by the visiting team. Visits are financed by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval are established by the State Education Department's Teacher Education and Certification Office and by the State Certification Board. Final approval is granted by the State Superintendent in consultation with the State Teacher Certification Board. Criteria were last revised in 1967. An institution may depart from its approved program with the approval of the State Superintendent in consultation with the State Teacher Certification Board.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification only when they have been accepted for transfer credit by an accredited institution toward completion of its approved program, or when validated by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the appropriate officer of the institution, and are randomly checked by the State Education Department. A recommendation by the higher institution of competence to teach is not an essential item for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

10 public institutions -- 14,000
51 private institutions -- 11,000

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 10,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 8,000

Number of non-certified teachers as of March, 1969 -- 6,000

State Education Department Personnel:

2 -- review credentials for certification
1 -- approves teacher education program applications from institutions of higher education
1 -- makes evaluation visits to teacher education institutions in the state
6 -- process credentials and do related office activities
1 -- reviews materials for certification and approves teacher education program application
1 -- approves teacher education program applications from institutions and make evaluation visits
1 -- reviews credentials, approves teacher education programs, and makes evaluation visits

No significant changes in procedure are anticipated in the near future; data processing is used; social security numbers are not part of certificate numbers.

INDIANA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation is required of all institutions in the state which prepare teachers. Regional and NCATE accreditation is encouraged. Work is underway to develop two plans -- one for initial accreditation and one for subsequent reapproval. The first will be an overview. The latter will consentrate on specific areas. The period of time for which state approval is granted varies among programs. A teacher education program is authorized as an official program by the president of the institution seeking approval. Institutions which are not approved may write to the Indiana Teacher Training and Licensing Commission asking for a hearing.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, the State Commission on Teacher Training and Licensing, and higher institutions. The institution's program is described in writing prior to the audit; an outline of required information which follows NCATE standards is furnished by the State Education Department. Since audit personnel generally have made previous visits, no training program is held. An average audit takes 2 days and involves 3 persons. When state accreditation only is involved the visits are annual; thereafter, there is no specified time between visits. Written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the Teacher Certification Office and the Indiana Teacher Training and Licensing Commission of the State Board of Education and the latter grants final approval. Criteria are undergoing revision. An institution may depart from its approved program with the approval of the Indiana Teacher Training and Licensing Commission.

D. Certification Procedures

Courses from non-accredited institutions may be accepted in transfer by an accredited higher institution toward certification when validated by acceptance at an accredited higher institution. Transcripts of candidates for certification are reviewed by the Certification Advisor of the institution, but not by the State Education Department. Recommendation by an institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 3,600

Average number of teachers certified each year by higher institutional recommendations to state department (including renewals and conversions) -- 4,900

Number of non-certified teachers employed as of January, 1969 - 1,390

State Education Department Personnel:

2 -- review credentials for certification
3 -- process credentials and do related office activities
1 -- reviews credentials for certification and approves teacher education program application from institutions of higher education
1 -- approves teacher education programs and makes evaluation visits to institutions.
3 -- review credentials, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of the certificat numbers.

F. The most expedient way to obtain information about a teacher formerly employed in Indiana is to call and then write to the Department of Public Instruction.

IOWA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation are required of all institutions in the state which prepare teachers. State accreditation precedes regional accreditation. Both initial and subsequent state approval are granted for periods of up to five years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. An institution whose program is not approved may appeal to the State Board of Public Instruction.

On-campus audits are made during the period of initial approval. Audits involve representatives of the State Education Department's Teacher Certification Office, higher institutions and public schools. The institution's program is described in writing prior to the audit; a written outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves 7 persons. Time between visits is 5 years; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, NCATE, and the State Board of Education. Final approval of

criteria is granted by the State Education Department. The criteria were last revised in 1957. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by an appropriate contact person within the institution, but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

3 public institutions -- 2,000
26 private institutions -- 2,050

Average number of teachers certified in the state each year is 15,750

Number of teachers not regularly certified employed as of April, 1970 1,876

State Education Department Personnel:

4 -- review credentials for certification, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions.
1 -- E P D A

1 -- administrator
12 -- process credentials and do related of office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social secureity numbers are not a part of certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Iowa is to write directly to the local education agency.

KANSAS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Out-of-state teachers may be certified by the State Education Department Teacher Certification Office under rules recommended by the State Standard Board and adopted by the State Board of Education.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. There is no specified period of time for which either initial or subsequent approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the dean of the college of education or the head of the education department as an official program of the institution seeking approval. There is no formal provision for appeal by those institutions which are not approved, although a revised program could be resubmitted.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Education and Certification Office and higher institutions. The institution's program is described in writing prior to the audit. An outline of required information is furnished by the State Education Department, but a college may elect to combine State Education Department and NCATE evaluations, and in these cases the NCATE outline is substituted. There is no training program for audit personnel. An average audit takes 3 days and involves 6 to 8 persons. There is no specified time between visits. Written standards are used by the visiting team; these may be either the Kansas standards or NCATE standards. Revised USOE Bulletin 351 and adopted to Kansas is used. Expenses of the audit team are borne jointly by the institution and the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the

institutions of the state are established by representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, and an advisory standard board. Final approval of criteria is granted by the State Board of Education. Criteria were last revised in 1969. An institution may depart from its approved program with the approval of the State Education Department's Teacher Education and Certification Director.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated through acceptance and by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the certification section of the institution. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state - - 3,391

Average number of teachers certified each year by direct state department evaluation of individual credentials and by recommendation of higher institutions - - 12,500

With the exception of a few trade and industry instructors, no non-certified teachers employed in the state.

State Education Department Personnel:

6 -- evaluate credentials for certification
1 -- approve teacher education program applications from institutions of higher education
1 -- approves teacher education program applications and makes evaluation visits to institutions
3 -- make evaluation visits to teacher education institutions
1 -- processes credentials and related office activities
1 -- reviews credentials, approves teacher education programs, and makes evaluation visits.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of the certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Kansas is to contact the principal or superintendent.

KENTUCKY

A. Legal and Policy Structure

1. Validation of out-of-state certificates is not permitted by law.
2. There are no certification agreements with other states prior to joining interstate certification compact.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education programs of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Southern Association of Colleges, Secondary and Elementary Schools accreditation are required of all institutions in the state which prepare teachers. Since regional accreditation is not granted until at least three senior classes have been graduated, the state has a program of interim accreditation which allows certification for graduates of new and expanding institutions until such time as regional accreditation is granted. Thus the period for which approval is granted varies among programs: five years for full accreditation or one year for conditional approval. The procedures for initial and subsequent approval also vary according to the circumstances. A teacher education program is authorized by an officer designated by the president as an official program of the institution seeking approval. Institutions which are not approved may appeal to a Council of Higher Education and then to the State Board of Education.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, public school personnel, the State Education Association, and the State Education Department's Curriculum and Instruction Office. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. Training for audit personnel, conducted by the chairman, consists of orientation for inexperienced persons. An average audit takes 3 days and involves 7 persons. The time between visits is either 1 or 5 years; written standards (NCATE standards supplemented by state guidelines) are used by the visiting team; expenses are borne jointly by the institution and the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, county authorities, local districts, and the State Board of Education. Final approval of criteria is granted by the State Education Department. The criteria were last revised in 1964. Further revision is in progress for the year 1970-71. Standards consist of NCATE standards supplemented by state standards and guidelines. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the officials of the institution who have been designed to recommend certification, and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

22 institutions -- 6000 in 1969 - 70

Average number of teachers certified each year by direct state department evaluation and by higher institutional recommendations 16,000 - total transactions.

No non-certified teachers employed as of 1969-70

Temporarily certified (emergency certificates) 600 -- 1969-70

State Education Department Personnel:

6 -- professionals for teacher education programs and review credentials for certification

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of certificate numbers.

LOUISIANA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education programs of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. Both initial and subsequent state approval are granted for periods of up to five years. Subsequent approval does not differ from initial approval. A teacher education program is authorized by the dean or director of teacher education as an official program of the institution seeking approval. There is provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. The audit may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, lay groups, and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves 6 persons. Time between audits is 5 years; written standards are used by the visiting team; the expenses are borne by the institutions.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, teacher certification specialists, county authorities, local districts, and the State Board of Education. Final approval of criteria is granted by the Louisiana State Board of Education. The criteria were last revised in 1956. An institution may depart from its

approved program with the approval of the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are not accepted toward certification. Transcripts of candidates for certification are reviewed within the institution by a certification officer and also by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 2,800
9 private institutions -- 500

Average number of teachers certified each year -- 6,650

Number of non-certified teachers employed 1966 -- 2,894

State Education Department Personnel:

7 -- review credentials for teaching certificates
1 -- approves teacher education program applications from institutions of higher education
1 -- makes evaluation visits to teacher education institutions
7 -- review credentials for certification and approve teacher education program applications from institutions of higher learning
1 -- approves program applications and makes evaluation visits to institutions
7 -- processes credentials, approves applications, and makes evaluation visits
12 -- process credentials and do related office activities

Significant changes in procedure are anticipated in the near future. Data processing is not used. Social security numbers are not part of the certificate numbers.

F. The most expedient way to obtain information about a teacher who was formerly employed in a school system in Louisiana is to contact the Louisiana State Education Department.

MAINE

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. Approval is for a period of up to 5 years. There is no difference in procedure between initial and subsequent approval. A teacher-education program is authorized by the president or dean of the college of education as an official program of the institution seeking approval. There is no formal provision for appeal by an institution whose program is not approved, but it may be done by request to the State Board of Education.

On-campus audits are made before initial approval is granted. Audits may involve representatives of the State Education Department's Teacher Certification Office, lay groups, and sometimes faculty or staff from other colleges. The institution's program is described in writing prior to the audit; an outline of required information, based on USOE Bulletin 351, is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes one day and involves from 3 to 5 persons. There is no specified time between visits; written standards, based on regional (Northeastern Association) and USOE Bulletin 351 standards, are used. Expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Professional Services office and the State Board of Education, with final approval granted by the State Board of Education. An institution may

depart from its approved program with the approval of the State Education Department; major changes, however, require State Board of Education approval.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance of further study at an accredited institution. Such courses may also be accepted if they were taken at non-accredited institutions, but meet State Board of Education criteria. Transcripts of candidates for certification are reviewed by appropriate officials, often with faculty assistance, within the institutions, but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification in all cases where applicants have dompleted approved programs.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

6 public institutions -- 822
11 private institutions -- 202

Average number of teachers certified each year by direct state department evaluation of individual credentials (including renewals, conversions and conditional licenses) -- 4577

Average number of teachers certified each year by higher institutional recommendations to state department -- 1024

Number of non-certified teachers employed as of June, 1969 -- 1,281 (including those with the conditional, one year certificate).

State Education Department Personnel:

4 -- review credentials for certification, approve teacher education program applications from institutions of higher learning, and make evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Maine is to contact the superintendent.

MARYLAND

A. Legal and Policy Structure

1. Validation of out-of-state certificates is authorized by law.
2. Formal certification agreements exist with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department files include record of each certificate issued.

B. Approval of Teacher Education Programs for Certification

Only state accreditation is needed, although 21 out of 22 programs also have regional accreditation. Both initial, and subsequent approval is for five years. Procedures for initial and subsequent approval are not different. The president or the head of the education department authorizes the teacher education program as an official program of the institution. There is no formal provision for appeal by institutions which have not had programs approved, but any matter concerning education may be appealed to the State Board of Education.

On-campus audits are made during the period of initial approval. The audit team may include representatives of the State Education Department, higher institutions, NCATE, regional accrediting groups, lay groups and public schools. Prior to the audit an institution's program is described in writing. A written outline of required information and criteria is being developed. There is an interval of five years between audits. There is no training program for audit personnel. The average audit takes 2 days and involves from 4 to 12 persons. Audit expenses are shared by the State Education Department and the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria are established by a Teacher Education Advisory Council through its criteria subcommittee, with final approval granted by the State Superintendent of Schools. Criteria were revised in 1969.

An institution may depart from its approved program with the approval of the State Education Department's Assistant Superintendent in Certification and Accreditation and the State Superintendent.

D. Certification Procedures

Courses from non-accredited institutions may be used toward certification if accepted by an accredited institution as transfer credit in an approved program. The State Education Department makes random checks of transcripts of candidates for certification. Recommendation by the institution of the candidate's competence to teach is not essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared in higher institutions of the state: -- 2,450

Average number of new teachers certified each year by direct state department evaluation of individual credentials -- 6,500

Average number of new teachers certified each year by recommendations from higher institutions -- 350

Number of non-certified teachers employed as of September, 1967 -- 8,905

State Education Department Personnel:

7 -- review credentials for certification
2 -- approve program applications, and make evaluation visits
10 -- process credentials and perform related office activities

No changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of the teacher's certificate number.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Maryland is to contact the superintendent.

MASSACHUSETTS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. There is no specified time for which accreditation is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president or academic dean as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions and the Board of Higher Education. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 2 days and involves 3 persons. There is no specified time between audits; written standards are not used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, and the State Board of Higher Education. Final approval of criteria is granted by the State Education Department. Criteria were last revised in 1958. An institution may depart from its approved program with the approval of the Teacher Certification Office and the Board of Higher Education.

D. Certification Procedures

Courses from non-accredited institutions may be accepted toward completion of an approved program by an accredited institution. Transcripts of candidates for certification are reviewed by the State Education Department. Recommendation by the institution of a candidate's competence to teach is not essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 3,000
47 private institutions -- 4,000

Average number of teachers certified each year by direct state department evaluation of individual credentials (including new teachers from the private colleges of the state) -- 12,000

State Education Department Personnel:

6 -- process credentials and do related office activities
3 -- review credentials, approve applications, and make evaluation visits

Some changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Massachusetts is to contact the State Education Department (if the teacher has a placement file there), otherwise, the superintendent should be contacted.

MICHIGAN

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prescribed by law.
2. There are no certification agreements with other states.
3. State Education Department may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

Regional accreditation is required as a condition of approval for all teacher preparing institutions. The State Board of Education approves colleges and programs for teacher education in terms of formal criteria. This approval is considered to be continuing but the Certification Code provides that such programs are subject to periodic review. Preliminary approval of a teacher education institution is an authorization to plan and develop programs in specifically-designated areas of teacher education. Final approval includes an authorization to recommend graduates of such approved programs for certification. Approval of a teacher education program is requested by the President or Dean of the School of Education as an official program of the institution seeking approval. While there is no formal provision for appeal by institutions which are not approved, such appeal to the State Board of Education is always possible.

On-campus reviews are made following preliminary and final approval, as well as during a periodic review. Visitation teams appointed by the State Board of Education consist of representatives of teacher education institutions and the State Education Department, Teacher Education and Certification Division. The institution's program is described in writing prior to the review following an outline provided by the Department. While there is no formal training program for review personnel, provision is made for an intensive briefing by State Education Department personnel prior to the actual visitation. An average visitation takes one or more days and involves four to six persons. Periodic review standards and procedures are currently under study and revision. Visitation team expenses are shared by the state and the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for initial and final approval of teacher education programs of the state are established by the State Education Department's

Division of Teacher Education and Certification, The Advisory Committee for Teacher Education and Certification, and approved by the State Board of Education. Criteria were revised following adoption of a Certification Code in 1967. Institutions are encouraged to improve teacher education programs and minor departures from the approved programs which still meet the basic outlines of the approved program are permitted providing such changes are reported to the State Department of Education.

D. Certification Procedures

Courses from non-accredited institutions may be accepted toward completion of an approved program by an accredited higher institution. Transcripts of candidates for certification are reviewed within the institution by the head of the teacher education division or by other officers assigned to this responsibility. Spot checks only are made by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

10 public institutions -- 9,000
17 private institutions -- 1,900

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 5,000

Average number of teachers recommended each year by higher institutional recommendations to state department for provisional and permanent certification -- 19,000

Number of teachers not fully certificated employed as of November, 1969 -- 12,000

State Education Department Personnel

5 -- review credentials for certification
11 -- process credentials and do related office activities
3 -- approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions
1 -- reviews credentials, approves programs, and makes evaluation visits.

No significant changes in procedure, other than the revision of material mentioned above, are anticipated in the near future. Data processing is used, Social Security numbers are part of the

certificate management system which is adapted for computer use.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Michigan is to contact the employing officials.

MINNESOTA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify-out-of-state teachers (who are graduates of NCATE or regionally accredited colleges).
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation is required of all institutions in the state which prepare teachers. State approval follows regional accreditation. Initial state approval is granted for a period of up to 10 years. A program of periodic approval, review each 8 to 10 years will be carried out. There is no difference in procedure for initial and subsequent approval. A teacher education program is approved by the Director of Professions Development Section as an official program of the institution seeking approval. Appeal by an institution whose program is not approved, may be made to the Commissioner of education.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Professions Development Section, higher education institutions, lay groups, and public schools. The institution's program is described in writing prior to the audit; an outline of required information is provided by the State Education Department. The outline is similar to NCATE provisions. There has been no training program for visit personnel. The time between visits is 8 to 10 years; written standards (the same as those used by the institution to describe their programs) are used. Expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Professions Development Section, the State Department Task Forces, the Advisory Committee for Professional Programs in Education, and the State Board of Education. Criteria were last revised in 1968.

At present they follow the NCATE outline. An institution may not depart from its approved program, but revision of the program is possible with State Education Department approval.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are not regularly reviewed by either the institution or the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other

Average number of certificated teachers prepared each year in higher institutions of the state:

8 public institutions -- 5,139
16 private institutions -- 1,225

Average number of teachers certificated each year by direct state department evaluation of individual credentials -- 588

Average number of teachers certificated each year by higher institutional recommendations to state department -- 13,556

Number of non-certificated teachers employed as of July, 1965 -- 838

State Education Department Personnel:

4 -- review credentials for certification
2 -- approve teacher education program applications from higher institutions
2 -- make evaluation visits to institutions
4 -- process credentials and do related office activities
6 -- review credentials

Anticipated changes in procedure include revision of material, a program of periodic visits to approved institutions, the use of data processing, and the inclusion of social security numbers as part of certificate numbers.

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MISSISSIPPI

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State, regional, and national accreditation are required of the institutions in the state which prepare teachers. There is no specified period of time for which either initial or subsequent approval is granted, and no differences in procedure exist for initial and subsequent approval. A teacher education program is authorized by the president or academic dean as an official program of the institution seeking approval. There is no provision for appeal by institutions whose programs are not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, NCATE, and regional accrediting groups. The institution's program is described in writing prior to the audit; an outline of required information is not furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves 5 to 7 persons. There is no specified time between visits; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, NCATE, regional accrediting group, and the State Board of Education. Final approval is granted by the State Education Department. Criteria were last revised in 1966. An approved institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are not accepted toward certification. Transcripts of candidates for certification are reviewed by the State Education Department and the higher institution. Recommendation by an institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 3,000
6 private institutions -- 500

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 5,000

Average number of teachers certified each year upon the recommendation of higher institutions -- 3,000

Number of non-certified teachers employed in the 1968-69 academic year -- 900

State Education Department Personnel:

3 -- review credentials for certification
2 -- approve teacher education program applications from institutions of higher education
4 -- process credentials and do related office activities
1 -- makes evaluation visits to teacher education institutions
1 -- reviews credentials and approves programs
1 -- approves programs and makes evaluation visits
1 -- reviews credentials, approves teacher education program applications from higher institutions, and makes evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers but are required on applications.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Mississippi is to contact the superintendent.

MISSOURI

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state, but not a copy of the teacher education program of the higher institutions of the state.

B. Approval of Teacher Education Programs for Certification

Regional accreditation only is required. State accreditation is needed if the institution lacks regional accreditation. There are therefore no state procedures for program approval.

C. Criteria for Approval of Teacher Education Programs

Regional accreditation standards are used.

D. Certification Procedures

All courses listed on transcripts from accredited institutions are accepted toward certification.

E. Statistical and Other Data

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 40%

Average number of teachers certified each year by higher institutional recommendations to state department -- 60%

Some changes in procedure are being made. Data processing is now used. Social security number is the certificate number.

MONTANA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

Regional or national accreditation only is required of all institutions in the state which prepare teachers. There are, therefore, no state procedures for approval. Montana does not examine or approve individual teacher education programs. Any teacher is accepted for certification who has completed the approved teacher education program of a regionally accredited college, and who is recommended by the college.

C. Criteria for Approval of Teacher Education Programs

Since approval is by regional or national agency, there are no state criteria.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the Dean of Education within the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

5 public institutions - - 906
3 private institutions - - 131

Average number of teachers certified each year, (including renewals) - - 3,725. (New teachers are certified by recommendation of the institution, renewals are by State Education Department review of credentials)

Number of non-certified teachers employed as of January, 1969 - - 175

State Education Department Personnel:

1 -- engages only in reviewing credentials for certification
2 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Montana is to secure placement papers from a college or placement agency.

NEBRASKA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states by the authority of the State Education Department
3. Teacher Certification Office, on the basis of an institutional recommendation, may certify out-of-state teachers as specifically provided for by law.
4. State Education Department records include both a copy of the teacher education program of each approved (standard) institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and either national or North Central Association accreditation are required of all institutions in the state which prepare teachers. State approval follows North Central accreditation. Both initial and subsequent state approval are granted for a period of up to 5 years; there is no difference in procedure for initial and subsequent approval. A teacher education program is authorized as an official program of the institution seeking approval by an officer appointed by the institution for that purpose. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits involve representatives of the State Education Department's Teacher Certification Office, higher institutions, lay groups, and public schools. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 3 days and involves 8 to 10 persons. Time between audits is 3 years; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, and the local districts. Final approval of the criteria is granted by the State Education Department. Criteria revision is continuous. An institution may make minor departures from its approved

program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by an officer of the institution's Education Department; they are reviewed by the State Education Department for statistical purposes only. A recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state -- 6,220

Average number of teachers certified each year by higher institutional recommendations to state department -- 6,220

Average number of teachers with less than regular certification as of July, 1968 -- 532

State Education Department Personnel:

3½ -- review credentials for certification
1 -- processes credentials and does related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers constitute the certificate number.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Nebraska is to contact the school or the placement division of the applicant's college.

NEVADA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of the one institution in the state which prepares teachers and a record of each certificate issued in the state.

B. Criteria for Approval of Teacher Education Programs

Requirements for certification are recommended by the State Education Department's Teacher Certification Office, higher institutions, NCATE, and the regional accreditation group, and approved by the State Board of Education. Final approval is granted by the State Education Department for the State Board of Education

C. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at an accredited institution. Transcripts of candidates for certification are reviewed by the Dean of the College of Education of the institution and on checks made by the State Education Department. Recommendation by the institution of a candidates competence to teach is essential for certification.

D. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

2 public institutions -- 400 (estimated)

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 3,500 --

State Education Department Personnel:

2 -- review credentials for certification
4 -- process credentials and do related office activities
10 -- consultants
1 -- reviews credentials, approves teacher education program applications from institutions of higher education, and makes evaluation visits to teacher education institutions.

Data processing has been developed. Social security numbers are required.

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NEW HAMPSHIRE

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by State Board Policy.
2. There are certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records do not yet contain a copy of the teacher education program of each institution of higher learning in the state. They do contain a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State approval is required of those institutions desiring State Board approval for certification purposes. Initial state approval is granted for a period of from 5 to 10 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. Appeal may be made by letter to the Council on Teacher Education by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, public schools, and the New Hampshire Education Association. The institution's program is described in writing prior to the audit. An outline of required information is furnished. There is no training program for audit personnel. An average audit takes 2 days and involves 5 to 7 persons. There is no specified time between audits; the written standard used by the visiting team is USOE Circular 351. Expenses are borne by the team members.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Council for Teacher Education, with final approval of criteria granted by the State Education Department. The criteria used are contained in USOE Circular 351.

Institutions may depart from their approved programs
approval of the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification upon review and evaluation by the State Education Agency.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

3 public institutions -- 400- 714 '69-grads-Bachelor
5 private institutions -- 100- 361 '69-grads-Bachelor

Average number of teachers certified each year by direct state department evaluation of individual credentials (including 1,100 new teachers) --6,000

Number of non-certified teachers employed as of June, 1970- 224

State Education Department Personnel:

1. reviews credentials for certification
2. process credentials and do related office activities
3. provide leadership through the Council for Teacher Education in teacher preparation

Significant changes in procedure are anticipated in the near future. Data processing is used to a limited extent. Social Security number are the certificate identification numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in New Hampshire is to contact the State Education Agency (for years of experience) and the school system (re: competence).

NEW JERSEY

A. Legal and Policy Structure

1. Validation of out-of-state certificates is provided for by law.
2. There are certification agreements with other states by the authority of the State Education Department.
3. Office of Teacher Education and Certification may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation is required of all institutions in the state which prepare teachers. The period of time for which both initial and subsequent state approval is granted varies among programs. Initial approval requires State Board of Education general authorization and the approval of the detailed program by the Commissioner of Education; subsequent approval requires the Commissioner's assent only. A teacher education program is authorized by the president or dean as an official program of the institution seeking approval. Appeal may be made by letter to the Commissioner and State Board of Education by those institutions which are not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Office of Teacher Education and Certification, higher institutions, public schools, and the State Board of Examiners. The institution's programs are described in writing prior to the audit; a set of "Guidelines" is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes two days and involves 5-15 persons for an initial audit, or 2 subsequent audits. There is no specified time between visits; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Board of Education upon the recommendation of the State Board of Examiners. New Jersey adopted in 1967 the Proposed Standards for State Approval of Teacher Education, a revision of the U.S. Office of

Education Circular 351. An institution may depart from its approved program with the prior approval of the State Education Department's Office of Teacher Education and Certification.

D. Certification Procedures

Courses from non-accredited institutions are applicable toward certification when validated by subsequent acceptance by an accredited institution. Transcripts of candidates for certification are reviewed by the dean or chairman of teacher education within the institution; a spot check only is made by the State Education Department of transcripts from institutions with an approved program; all transcripts sent in by individuals not under an approved program are checked by the State Education Department.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

7 public institutions -- 3,978
13 private institutions -- 1,003

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 28,766

Average number of teachers certified each year by higher institutional recommendations to state department -- 4,981

Number of non-certified teachers employed as of June 1968 -- 4,000

State Education Department Personnel:

7 -- review credentials for certification
18 -- process credentials and do related office activities
4 -- approve teacher education program applications from institutions of higher education and make evaluation visits to institutions
4 -- review credentials, approves program applications, and makes evaluation visits

A study is underway and significant changes in procedure are anticipated in the near future. Data processing is used. Certificates are not numbered, but social security numbers are recorded at the time of application.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in New Jersey is to write to the school system.

NEW MEXICO

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither permitted nor prohibited.
2. No formal certification agreements with other states exist.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain copies of the teacher certification program of each institution in the state which trains teachers, and also a record of each certificate issued by the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is needed. Initial approval and subsequent approval are for up to 5 years. Initial and subsequent approval do not differ. The institution's president authorizes a teacher education program as an official program of the institution.

On-campus audits are made during the period of initial approval. The audit team includes representatives of the State Education Department's Teacher Certification Office, higher institutions, and public schools, although members of other groups are not precluded. The institution's program is described in writing prior to the audit; an outline of required information is furnished. There is some orientation of audit personnel provided by the State Education Department staff. An average audit takes 3 days and involves 5 to 8 persons. The time between visits is 5 years. Some guidelines are used by the visiting team; the expenses of the team are borne jointly by the institution visited. There is provision for appeal to the State Board of Education by those institutions which are nor approved.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval are established by the State Education Department's Teacher Certification Office, higher institutions, local districts, and the State Board of Education, with final approval granted by the State Board of Education. Criteria were last revised in 1967-68. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are applicable toward certification when validated by further graduate study at an accredited higher institution. The transcripts of candidates for certification are reviewed by the State Education Department. A recommendation from the institution of a candidate's competence to teach is not essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state is not stated.

Average number of teachers certified each year was not stated, although all teachers are certified by direct State Education Department evaluation of credentials.

No non-certified teachers are employed in the state.

State Education Department Personnel:

2 -- review credentials for certification and approve teacher education program applications for institutions of higher education.
1 -- approves teacher education program applications and makes evaluation visits to teacher education institutions.
1 -- reviews credentials, approves teacher education programs, and makes evaluation visits.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of teacher certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in New Mexico is to contact the previously employing district.

NEW YORK

A. Legal and Policy Structure

1. Validation of out-of-state certificates is provided for by law.
2. Certification agreements with other states is provided for by law.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation is required of all institutions in the state which prepare teachers. Initial state approval is granted for a period of one year, subsequent approval for a period of up to 5 years. The procedure for initial and subsequent approval differs in that a written proposal only is required for the initial approval, an evaluation visit for subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. There is no formal provision for appeal by an institution which is not approved, but reconsideration is always possible.

On-campus audits are made during the period of initial approval. Audits involve representatives of the State Education Department's Division of Teacher Education and Certification, other Divisions within the Department and individual consultants. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. A training program for audit personnel takes 2 days and involves 2 or 3 persons. Time between audits is up to 5 years; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Education Department's Division of Teacher Education and Certification Office. Criteria were last revised in 1966. An institution may depart from its approved program with the approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the certification officer or director of teacher education within the institution, but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

21 public institutions -- 14,500
69 private institutions -- 12,500

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 36,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 27,000

Number of non-certified teachers employed as of the 1969-70 school year -- 11,900

State Education Department Personnel:

20 -- review credentials for certification
3 -- process credentials and do related office activities
5 -- approve teacher education program applications from institutions of higher education and make evaluation visits to institutions

Significant changes in procedure have been recently adopted. Data processing is not used. The social security number is also the teacher's certificate number.

NORTH CAROLINA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law; authority for doing so is included in the broad powers given the State Board of Education by the Legislature.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify-out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Southern Association accreditation is required of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. The period of approval varies among programs but is granted for periods of up to 5 years, both initially and subsequently. The procedure for subsequent approval differs from that for initial approval in that evaluation visits are shorter and involve fewer persons. A teacher education program is authorized by the president or dean as an official program of the institution seeking approval. Institutions which are not approved may re-apply for approval when necessary improvements have been made.

On-campus evaluations are made during the period of initial approval. Visiting teams may involve representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, and public schools. The Visiting Committee's report is referred to a state-level committee known as the Evaluation Committee of the State Board of Education. (This committee is made up of 21 people representing the various segments in education.) The Evaluation Committee makes recommendations to the State Board and the Board in turn makes the decision. The institution's program is described in writing prior to the visit; an outline of required information is furnished by the State Education Department personnel. An average evaluation visit takes 3 days and involves 10 to 20 persons. The period between visits is up to 5 years; written standards are used by the visiting team; the expenses of the visiting team are borne by the State Board of Education.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the State are established by representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, lay committees, the State Board of Education, and teachers. Final approval of criteria is granted by the State Board of Education; the Teacher Education and Certification Office provides the leadership. Criteria were last revised in 1962, though minor revisions are made continuously. An institution may depart from its approved program with the approval of the State Education Department's Teacher Education and Certification Office and the higher institutions of the state.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed within the institution but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

15 public institutions -- 3,500
25 private institutions -- 2,200

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,000

Average number of teachers certified each year by higher institutional recommendations to state department 5,000

Number of non-certified teachers employed as of September, 1968 -- 2,370

State Education Department Personnel:

5 -- review credentials for certification
7 -- process credentials and do related office activities
4 -- review credentials, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not a part of the certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in North Carolina is to contact the State Education Department (for years of experience) and the principal or superintendent (re: competence).

NORTH DAKOTA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state but not a copy of the teacher education programs of the state's institutions of higher learning.

B. Approval of Teacher Education Programs for Certification

State accreditation only is needed. All other questions in this section were answered as "Not Applicable".

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of NCATE, the regional accrediting group, and the State Board of Higher Education and the approval of the latter is necessary for making changes.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are not reviewed within the institution or by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

7 public institutions -- 1,374
2 private institutions -- 52

The number of teachers certified each year -- 3,000

Number of non-certified teachers employed as of May, 1970 -- none

State Education Department Personnel:

1 -- reviews credentials for certification
1 -- processes credentials and related office duties
1 -- reviews credentials and approves teacher education program applications from institutions of higher education
1 -- reviews credentials, approves programs, and makes evaluation visits to teacher education institutions.

No significant changes in procedure are anticipated in the near future. Data Processing is employed. Social security numbers are not a part of certificate numbers.

OHIO

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements at this time with other states. Reciprocity contracts are available for teaching certificates with all states upon request.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of the institutions in the state which prepare teachers. There is no specific period of time for which either initial or subsequent approval is granted. There is no difference in procedure for initial and subsequent approval, except that on subsequent visits by an audit team recommendations are made to the institution for improving its programs. A teacher education program is authorized by the president or dean of the college of education as an official program of the institution seeking approval.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office and higher institutions. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. Informal training for audit personnel is conducted by the State Education Department. An average audit takes more than 3 days and involves from 2 to 4 persons. There is no specific time between audits; written standards are used by the visiting team; expenses of State Education Department personnel or the visiting team are borne by the State Education Department, expenses of others are borne either by the institution or by the members themselves.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office and the higher institutions, with final approval granted by

the State Board of Education acting on the recommendation of the State Superintendent. The criteria were last revised in 1963. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office. Revisions are being formulated for 1972.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification whey they are accepted by an accredited institution and verified as accepted transfer credits on their transcript. Transcripts of candidates for certification from Ohio approved institutions are reviewed by the head of the education department of the institution, but not by the State Education Department. Out-of-state candidates from approved institutions are reviewed by the head of the education department of the institution from which graduated and spot checked for accuracy when deviations are noted by the Ohio Department of Education. A recommendation by the institution of a candidate's competence to teach the subjects reflected upon the application is essential for certification if a review or spot check is not considered necessary.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

public institutions -- 11,250
private institutions -- 4,575

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 7,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 12,000

Number of Educational Aides employed as of the 1969-70 school year -- 4,600

State Education Department Personnel:

5 -- review credentials for certification
3 -- approve teacher education program applications
5 -- make evaluation visits to institutions
10 -- process credentials and do related office activities
10 -- review credentials and approve program applications
5 -- approve applications and make evaluation visits
5 -- review credentials, approve applications, and make visits

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are part of the certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Ohio is to contact the superintendent or his central office director of teacher personnel.

OKLAHOMA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are certification agreements with 28 other states, by the authority of the State Education Department and the State Board of Education
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers, although most institutions in the state have regional and NCATE accreditation. The period of state approval is for 5 years for fully accredited programs; however, a program which does not fully meet the criteria and standards for complete approval may be approved with the time varying according to standards to be met. The procedure for initial and subsequent approval varies only in that initial approval is in more detail and depth than subsequent approval. A teacher education program is authorized by the director of teacher education as an official program of the institution seeking approval. There is no formal provision for appeal by the institutions whose programs are not approved, but appeals to the State Board of Education may be and are made.

On-campus audits are made during the period of initial approval. Audits always involve representatives of the State Education's Teacher Education and Certification Section, higher institutions and usually public schools and may involve representatives of Professional Standards Board, Oklahoma TEPS Commission, school boards and P.T.A. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no formal training program for audit personnel; instead it is arranged so that only a few new people are included on each team; the new members to work with an experienced person. An average audit takes 2 or 3 days and involves from 7 to 12 persons. An audit for a single teacher preparation program takes only 1 evening and the following day. The time between audits is 5 years, and written standards, which are based on USOE Bulletin 351, are used. The expenses of the visiting team are paid by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, Higher institutions, lay committees, a committee of certification specialists, the State Board of Education, a Program Planning and Reviewing Committee, and the Professional Standards Board. Final approval of criteria is granted by the State Education Department in 1960. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office, except in cases involving addition of new courses, which must be approved by the State Board of Education upon the recommendation of the State Regents of Higher Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the Director of Teacher Education or by an officer designated by him in the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

11 public institutions -- 7,010
8 private institutions - 950

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 1,659

Average number of teachers certified each year by higher institutional recommendations to state department -- 6,660
Number of non-certified teachers (certified directly by the Division of Teacher Education and Certification and the State Board of Education upon request of an administrative official of the employing school) employed as of June, 1968 -- 1,654

State Education Department

5 -- engage in secretarial duties, process credentials, and do related office activities

4 -- review credentials, approve teacher education program applications from higher institutions, and make evaluation visits to institutions

2 or 3 -- part-time employees review credentials, engage in secretarial duties, process credentials and do related office activities

No significant changes in procedures are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Oklahoma is to contact the State Education Department (for years of experience) and the principal (re: competence).

OREGON

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation are required of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. Initial state approval is granted for periods of up to 5 years, subsequent approval for 5 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. There is no formal provision for appeal by institutions whose program is not approved, but they may ask for a review by the State Board of Education.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, and public schools. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is an orientation period for audit personnel, provided by the State Education Department. An average audit takes 2 to 3 days and involves 7 or 8 persons. Time between audits is from 2 to 5 years; written standards are used by the visiting team; expenses are borne jointly by the institution and the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, a committee of certification specialists, higher institutions, and public school personnel. Final approval of criteria is granted by the State Board of Education. The criteria were last

revised in 1965. An institution may depart from its approved program with approval of the State Education Department.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance and further study at an accredited institution. Transcripts of candidates for certification are reviewed within the institution, and may also be reviewed by the State Education Department if it seems necessary. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

6 public institutions -- 3,700
9 private institutions -- 500

Average number of teachers certified each year -- 15,000 (estimated)

Number of non-certified teachers employed as of 1970 -- 892

State Education Department Personnel:

1 -- reviews credentials for certification
1 -- approves teacher education program applications from institutions of higher education
1 -- makes evaluation visits to teacher education institutions
5 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is not used. Social security numbers are a part of certificate numbers.

PENNSYLVANIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are certification agreements with other states by the authority of a State Board of Education regulation.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and Middle State Association accreditation are required of all institutions in the state which prepare teachers. State approval follows regional approval. Both initial and subsequent state approval are granted for periods of up to 5 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president or academic dean as an official program of the institution seeking approval. There is no need for appeal by institutions which are not approved: the State Education Department works continuously with the institutions until they either meet the standards for approval or decide not to seek further approval.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, public school personnel, and the State Education Department's Curriculum and Special Areas Offices. Some out-of-state persons are included each year. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. Training of audit personnel is conducted during a three-hour orientation session. An average audit takes 3 days and involves from 8 to 26 persons. There is no specified time between visits, but it is usually about 5 years. Written standards based on NASDTEC standards and USOE Bulletin 351 are used by the visiting team. Expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Education Department's Teacher Certification Office, using NASDTEC and Bulletin 351 as guidelines. Criteria are in process of being revised. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Applicants from non-accredited institutions must submit their credentials to a regionally accredited Pennsylvania institution that is also State approved for teacher education in the specific program for which certification is requested. They must also be accepted by the accredited institution for further study in the approved program. Transcripts of candidates for certification are checked by each candidate's program adviser during his enrollment in the program to insure that he is taking the approved program. They are not checked by the State Education Department. Recommendation by the institution of a candidate's competence to teach in the field for which he requests certification is essential. The certificate is issued by the State.

E. Statistical and Other Data

Average number of certificated teachers prepared each year in higher institutions of the state:

17 public institutions -- 12,000
62 private institutions -- 5,000

Average number of teachers certificated each year by direct state department evaluation of individual credentials -- 6,000 (non-initial certificates, extended subjects, out-of-state, etc.)

Average number of teachers certificated each year by higher institutional recommendations to state department -- 17,000

Number of sub-standard teachers employed as of October 1969 -- 6,000

State Education Department Personnel:

11 -- approve teacher education program applications from higher institutions and make evaluation visits to institutions

15 -- process credentials for certification and do related office activities

The only significant change in procedure is the introduction of data processing. Social security numbers are part of certificate numbers.

RHODE ISLAND

A. Legal and Policy Structure

1. Responsibility of State Board of Education to set standards and qualifications for certification of teachers.
2. There are certification agreements with other states by authority of a State Board of Education regulation.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State or regional accreditation is needed. There is no specified period of time for which either initial or subsequent approval is granted. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. There is provision for appeal to the Board of Education by an institution whose program is not approved.

On-campus evaluations are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, and public schools. The institution's program is described in writing prior to the evaluation; an outline of required information is furnished by the State Education Department. There is no training program for evaluation personnel. An average evaluation takes 1 day and involves from 3 to 4 persons. There is no specified time between visits; written standards, based on USOE Circular 351, are used by the visiting team. Expenses are shared by the institution and the state.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office and the State Board of Education, using the guidelines set down in USOE Circular 351. Final approval of the criteria is granted by the State Education Department. The criteria were revised in 1968. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Transcripts from non-accredited institutions are accepted toward certification when they are validated by acceptance of further study at an accredited institution. Transcripts of candidates for certification are reviewed by the chairman of the education department within the institution, but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

2 public institutions -- 530
6 private institutions -- 285

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 1,400 (estimated)

Average number of teachers certified each year by higher institutional recommendations to state department -- 600 (estimated)

Number of non-standard certified teachers employed as of December, 1968 -- 984

State Education Department Personnel:

1 -- reviews credentials for certification, approves teacher education program applications from institutions of higher education, and makes evaluation visits to institutions.
4 -- process credentials and do related office activities

We will move to a revisit every five years for those institutions with programs approved for interstate reciprocity purposes.

SOUTH CAROLINA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State approval only is required of institutions in the state which prepare teachers; there is no accreditation. Both initial and subsequent approval are granted for periods up to 5 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the director of teacher education as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, and public schools. The institution's program is described in writing prior to the audit. An outline of required information is not furnished by the State Education Department. There is no training program for audit personnel. An average audit takes 2 days and involves 5 persons. Time between audits is 5 years, written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the Teacher Education Council which is composed of representatives of the State Education Department's Teacher Certification Office, higher institutions, and the local districts. Final approval of criteria is granted by the State Board of Education. Criteria are in the process of being revised. An institution may depart from its approved program with the

approval of the Teacher Education Council and the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by further study at an accredited institution, or by examination. Transcripts of candidates for certification are reviewed within the institution, and also by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

900 from public institutions
1100 from private institutions

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,000

Number of non-certified teachers employed as of the 1968-69 school year -- 60

State Education Department Personnel:

9 -- review credentials for certification
6 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

SOUTH DAKOTA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law, but is permitted by the broad authority granted to the State Board of Education.
2. There are certification agreements with other states (based on NCATE accreditation).
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation are required and NCATE accreditation preferred of all institutions in the state which prepare teachers. State accreditation follows regional accreditation. There is no specified period of time for which either initial or subsequent state approval is granted. There is no difference in procedure for initial and subsequent approval. Each college and university president designates an Institutional Contact Person who co-operates with the State Education Department in the approval procedure. Appeal may be made to the State Board of Education by institutions which are not approved.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, State Teachers Associations, and public schools. The institution's program is described in writing prior to the audit; there is no outline of required information. There is no training program for audit personnel. An average audit takes 2 days and involves 1 or 2 persons. There is no specified time between visits; written standards are used (USOE Circular 351) by the visiting team; expenses are borne by the State Department of Public Instruction.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, NCATE, North Central Association, and the State Board of Education. Final approval of criteria is granted by

the State Education Department. Criteria were last revised in 1965, though minor revisions are frequently made. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by an appropriate officer within the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is not essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

6 public institutions -- 1,100
7 private institutions -- 6 00

Number of non-certified teachers employed as of February, 1969 -- 397

State Education Department Personnel:

1 -- reviews credentials for certification
1 -- approves teacher education program applications from higher institutions, and makes evaluation visits to institutions
2 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers, but are part of the certificate records.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in South Dakota is to contact the superintendent.

TENNESSEE

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of institutions in the state which prepare teachers. Approval is on a continuing basis, with re-evaluation at least every seven years. The procedure for initial and subsequent approval varies in that there is no formal procedure for re-approval. A teacher education program is authorized by the president as an official program of the institution seeking approval. Institutions whose programs are not approved may appeal through continuous negotiation with the State Education Department or may submit additional information.

On-campus audits are made during the period of initial approval. Audits may involve representatives of the State Education Department's Teacher Certification Office, higher institutions, the State Board of Education, and other offices of the State Education Department. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. Audit personnel who have not had prior experience are provided a briefing session by State Education Department personnel immediately prior to their first visit. An average audit takes about 1 day and usually involves 5 persons. The time between visits is 7 years, although more frequent visits may be made as required. Written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, lay committees, and the State

Board of Education. Final approval of criteria is granted by the State Board of Education. The criteria were last revised in 1962. An institution may not depart from its approved program.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. Transcripts of candidates for certification are reviewed by the appropriate recommending official within the institution and by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

7 public institutions -- 2,400
24 private institutions -- 1,600

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,500

Average number of teachers certified each year by higher institutional recommendations to state department -- 2,500

Number of non-certified teachers employed as of November, 1966 -- 1,000

State Education Department Personnel:

1 -- reviews credentials for certification
3 -- process credentials and do related office activities
1 -- reviews credentials, approves teacher education program applications from higher institutions, and makes evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not a part of certificate numbers.

TEXAS

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states, except for NCATE approved certification programs.
3. Teacher Education and Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

Regional accreditation and state approval are required of all institutions in the state which prepare teachers. There is no specified period for which approval is given; it may vary from 1 to 9 years for initial approval and subsequent approval. There is no difference in procedure for initial and subsequent approval except that the initial approval is granted by the Commissioner of Education for a three year period. A teacher education program is authorized by the chairman of the Committee of Teacher Education of the college as an official program of the institution seeking approval. Institutions which are not approved may appeal to the State Board of Examiners for Teacher Education, the Commissioner of Education and the State Board of Education.

On-campus visits are made during the period of approval. Visits involve representatives of the State Education Department's Teacher Education and Certification Office, higher institutions, and public school personnel. The institution's program is described in writing prior to the visit; an outline of required information is furnished by the State Education Department. There is an orientation program for visitation personnel. An average visit takes 3 days and involves 5 to 12 persons. The time between visits varies in accordance with the period of approval. Written standards are used by the visiting team; expenses are borne by the State Department of Education.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Education and Certification Office,

higher institutions, local districts, the State Board of Examiners for Teacher Education, the State Board of Education, and all state professional associations. Final approval of criteria is granted by the State Board of Education. The criteria were last revised in 1964. An institution may depart from its approved program with the approval of the State Education Department's Teacher Education and Certification Office and the State Board of Examiners for Teacher Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by a degree from an accredited institution. Transcripts of candidates for certification are reviewed by the Committee of Teacher Education within the institution. A member of the visiting team audits transcripts of recent graduates during an on-campus visit. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

22 public institutions - 8,100
32 private institutions - 3,472

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,000

Average number of teachers certified each year by higher institutional recommendations to state department -- 14,187

Number of non-certified teachers employed as of January, 1969 -- 6,138

State Education Department Personnel:

3 -- review credentials for certification
2 -- approve teacher education program applications for institutions of higher education
3 -- make evaluation visits to teacher education institutions
14 -- process credentials and do related office activities
2 review credentials and approve programs
3 -- approve teacher education program applications from higher institutions and make evaluation visits to institutions
2 -- review credentials, approve program applications and

make evaluation visits.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are the certificate numbers.

UTAH

A. Legal and Policy Structure

1. Validation of out-of-state certificates is not specifically permitted by law, but is possible under the broad powers granted to the State Board of Education.
2. There are currently no certification agreements with other states.
3. The Teacher Certification Office may certify out-of-state teachers.
4. State Education Agency records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of all institutions in the state which prepare teachers. Both initial and subsequent state approval are granted for a period of 5 years. There is no difference in procedure for initial and subsequent approval. A teacher education program is authorized by the dean of the college of education as an official program of the institution seeking approval. There is provision for appeal by an institution whose program is not approved.

On-campus audits are made during the periods of both initial and subsequent approval. Audits may involve representatives of the Teacher Certificatification Office and subject specialists of the State Education Agency, higher institutions, public school personnel, and lay groups. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Agency. There is an orientation training program for audit personnel conducted by State Education Agency personnel. An average audit takes 2 days and involves up to 85 persons. The time between formal visits is about 5 years. USOE Bulletin 351 is used as a standard. Expenses are borne by the State Education Agency.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the Teacher Certification Office, other State Education Agency staff, and higher institutions. Final approval of criteria is granted by the State Board of Education. The criteria in use are those of USOE Bulletin 351, supplemented by State Education Agency guidelines.

An institution may depart from its approved program with the approval of the State Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance for further study at an accredited institution. Transcripts of candidates for certification are reviewed by the certification officer within the institution and by the State Education Agency. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

4 public institutions -- 1,707
2 private institutions -- 1,260

Average number of teachers certified each year by direct state agency evaluation of individual credentials -- 825

Average number of teachers certified each year by higher institutional recommendations to state agency -- 2,967

Number of non-certified teachers employed as of April, 1970 -- 216

State Education Agency Personnel:

3 -- review credentials for certification
3 -- process credentials and do related office activities
1 -- directs the establishment of standards, approves teacher education program applications from higher institutions, and makes evaluation visits to institutions (the administrator)
1 -- makes evaluation visits and approves programs

It is anticipated that there will be significant changes in procedure in the near future. The use of performance criteria for certification is currently under study. Data processing is also being considered. Social security numbers are now used on teacher personnel records, but are not reflected on the certificate itself.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Utah is to contact the Teacher Certification Office or the superintendent of the formerly employing school district.

VERMONT

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are certification agreements with other states, by authority of State Education Board.
3. State Education Department may certify out-of-state teachers.
4. State Education Department records include a record of each certificate issued in the state and a copy of the teacher education program (approved ones only) of each institution of higher learning in the state.

B. Approval of Teacher Education Programs for Certification

State accreditation only is required of the institutions in the state which prepare teachers. Initial approval is granted for varying periods of time. Subsequent approval is granted for up to 5 years. The only difference in procedure for initial and subsequent approval is that initial approval may be provisional. The teacher education program is authorized by the president as an official program of the institution seeking approval. There is provision for appeal to the State Education Department by institutions whose programs are not approved.

On-campus audits are made during the period of initial approval. Audit teams may involve representatives of the State Education Department's Teacher Education Office, but are predominately represented by higher institutions and public school personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. A training program for audit personnel is conducted by the State Education Department. An average audit takes more than 3 days and involves 9 to 11 persons. There is no specified time between visits; written standards are used by the visiting team; expenses are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Education Office, higher institutions, local districts and the State Board of Education. Final approval of criteria is granted by the State Education Department. The criteria used follow USOE Circular 351. An institution may depart from its approved program with

the approval of the State Education Department's Teacher Education Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification upon acceptance at an accredited higher institution. A variety of educational experiences are considered for certification credit. The transcripts of candidates for certification are reviewed by the dean within the institution, but not by the State Education Department. Recommendation from the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

4 public institutions -- 400
8 private institutions -- 100

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 750

Average number of teachers certified each year by higher institution recommendations to state department -- 300

Number of non-certified teachers employed as of October, 1968 -- 500

State Education Department Personnel:

2 -- process credentials and do related office activities
3 -- approve teacher education program applications from institutions of higher learning and make evaluation visits to institutions.

It is anticipated that significant changes in procedure will be made in the near future, including the introduction of data processing. Social security numbers are not part of certificate numbers.

VIRGINIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically permitted by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation are required of all institutions in the state which prepare teachers. Initial and subsequent approval is granted for periods up to 5 years. There is no difference in procedure for initial and subsequent approval. The teacher education program is authorized by the president or dean as an official program of the institution seeking approval. There is provision for appeal by institutions whose programs are not approved. On-campus audits are made during the period of initial approval and may involve representatives of the State Education Department, higher institutions, NCATE, the regional accrediting group, and public schools. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no formal training program for audit personnel. An average audit takes 3 days and involves from 9 to 11 persons; written standards for the visiting team are used; expenses are borne by the institution.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, higher institutions, county authorities, NCATE, the regional accrediting group, State Board of Education, and local school district. Final approval of criteria is granted by the State Board of Education. Criteria were revised in 1968. An institution may depart from its approved program with the approval of the State Education Department's Teacher Certification Office.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when they are validated by acceptance by an accredited institution. Transcripts of candidates for certification are reviewed by the head of the education department within the institution, but not by the State Education Department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

13 public institutions -- 1,965
20 private institutions -- 648

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 9,000

Average number of teachers certified each year upon the recommendations of higher institutions -- 3,000

Number of non-certified teachers employed as of Oct. 1969 -- 1,195

State Education Department Personnel:

7 -- review credentials for certification
3 -- review credentials and approve teacher education program applications from institutions of higher education
2 -- approve teacher education programs and make evaluation visits to institutions
2 -- review credentials, approve programs, and make evaluation visits
19 -- process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are used in certificate processing.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Virginia is to contact the school system.

8/4/8

WASHINGTON

A. Legal and Policy Structure

1. There are no certification agreements with other states.
2. Teacher certification office may certify out-of-state teachers
3. State education department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional association accreditation is required of all institutions in the state which prepare teachers. The time sequence of accreditation is not fixed. Both initial and subsequent approval are granted for periods of up to 5 years; approval is on a year-by-year basis for the first 5 years. A teacher education program is authorized by the dean or chairman of education as an official program of the institution seeking approval. There is no provision for appeal by an institution whose program is not approved.

On campus audits are made during the initial period of approval. Audits may involve representatives of the state education department's teacher certification office, higher institutions, and public school personnel. The institution's program is described in writing prior to the audit; no outline of required information is furnished. There is an orientation program for audit personnel; audits are made by a standing committee of 15. An average audit takes 3 days and involves 5 to 10 persons. Time between visits is from 3 to 5 years; written State Board of Education standards for registration of programs are used by the visiting teams; expenses are borne by the state education department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Board of Education upon the recommendation of the State Advisory Committee on Teacher Education and Certification. Final approval of criteria is granted by the State Board of Education.

Criteria were last revised in 1960 and are currently in process of revision. An institution may depart from its approved program with the approval of the state education department's teacher education and certification division.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when accepted by an accredited institution. Transcripts of candidates for certification are reviewed by the academic dean and the teacher education department head within the instituion; essential items are also checked by the state education department. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state: (averaged past 5 years)

5 public institutions 2,989
10 private institutions 1,090

Average number of teachers certified each year by direct state dept. evaluation of individual credentials (including renewals, emergency certificates, etc.) 16,929

Average number of teacher certified each year by higher institutional recommendations to state department 1,090

Average number of teachers certified each year directly by higher institutions 2,989

Number of non-certified teachers employed as of January 1, 1969 ... 811

State education department personnel:

3 review credentials for certification
4 process credentials and do related office activities
3 approve teacher education program application from higher institutions and make evaluation visits to institutions.

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Washington is to contact the previously employing district.

WEST VIRGINIA

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states (Interstate licensure legislation enacted)
3. State Education Department may license certified out-of-state teachers.
4. State Education Department records include both a copy of all approved teacher education programs of the institutions of higher learning in the state and a record of the official transcript on which each certificate is issued.

B. Approval of Teacher Education Programs for Certification

State and North Central Association accreditation are required of all institutions in the state which prepare teachers with state accreditation following regional accreditation. Initial state approval is granted for a period of 1 to 4 years; subsequent approval is for a period of 3 years unless all requirements have been met. If all requirements have been met it is for 5 years thereafter. Initial approval is based primarily on an evaluation of a written description of the program, facilities and personnel; subsequent approval is based upon both the program description and an on-campus visit. A teacher education program is authorized by the president as an official program of the institution seeking approval. Institution's programs which are not approved may request a review and file an appeal with the State Superintendent of Schools.

On-campus audits are made during the period of initial approval for programs conditionally approved and extensive visits are made prior to final approval. Audits or visits may involve representatives of the State Education Department, higher institutions, public school personnel, the West Virginia Advisory Council on Teacher Education, and out-of-state agencies. The institution's program is described in writing prior to the visitation; a current outline of official standards and self-study forms are furnished. The training program for visiting personnel utilized written materials and an orientation session held prior to the beginning of the audit. An average campus visit requires 3 days and involves 6 or more visiting committee members plus specialization consultants. The time between audits is 3 years until requirements are met, 5 years thereafter. Written standards and guides are used by the visiting team. Expenses are borne by the State Education Department

C. Criteria for Approval of Teacher Education Programs

Standards for approval of teacher education programs in the institutions of the state are developed by the West Virginia Advisory Council composed of representatives of the public school system, the State Education Department, the professional association and each institution in the state which has been approved for teacher education. The State Director of Teacher Preparation coordinates the work of the Council and the State Education Department. Final approval of the standards is granted by the State Board of Education. Standards were formulated in 1963 and revised slightly in 1967. Selected standards were revised in 1969 and 1970 (Speech, Mental Retardation, School Librarian Science and the General Studies Program). An institution may depart from its approved program with the approval of the State Superintendent of Schools and/or the Director of Teacher Preparation. Institutions may also have experimental programs approved in accordance with Guidelines by the State Board of Education.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification when validated by acceptance at an accredited institution. Transcripts of candidates for certification are reviewed by the dean or chairman of the education department within the institution; the State Education Department checks a sample of the transcripts to determine whether the candidate has followed the approved program. Recommendation by the institition of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

10 public institutions -- 2454
7 private institutions -- 622

Average number of teachers certified each year by direct state department evaluation of individual credentials - 435

Average number of teachers certified each year by higher institutional recommendations to State Department -- 2080 (Initial certificates)

Average number of teachers certified (graduates of liberal arts colleges) each year by scores of the National Teachers Examination -- 52

Number of non-certified teachers employed as of 1967-70 - 1310

State Education Department Personnel:

3 -- review credentials for certification
2 -- approve and supervise teacher education programs in higher institutions (Make evaluation visits)
6 -- process credentials and do related office activities
1 -- reviews credentials and makes evaluation visits to teacher education institutions
1 -- reviews credentials, recommends regarding changes in education programs, and makes evaluation visits to institutions.
2 -- process changes in teacher preparation programs
1 -- processes salary schedule classification

Some significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are used for certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in West Virginia is to contact the superintendent.

WISCONSIN

A. Legal and Policy Structure

1. Validation of out-of-state certificates is neither specifically permitted nor prohibited by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education department records include both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued by the state.

B. Approval of Teacher Education Programs for Certification

Accreditation by the regional accrediting agency or NCATE is not required of institutions in the state which prepare teachers. There is no state accreditation of visits of higher education. Initial and subsequent state approval of individual teacher education programs is for four years. There is no difference in procedure for initial and subsequent approvals. A teacher education program is authorized as an official program of the institution by a certifying agent designated by the college or university. There is no provision for appeal by an institution whose program is not approved.

On-campus audits are made for approval of teacher preparation programs. Audits involve representatives of the State Department's Teacher Education and Certification Office and other appropriate State Department personnel. The institution's program is described in writing prior to the audit; an outline of required information is furnished by the State Education Department. There is no training program for audit personnel. An average audit takes three days and involves up to 20 persons. Written standards are used by the visiting team. Expenses of team members are borne by the State Education Department.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by the State Education Department's Teacher Education and Certification Office. Criteria for the various programs were revised at different times. Institutions may depart from the approved program in individual cases.

D. Certification Procedure

Courses from non-accredited higher institutions are accepted toward certification when they are validated by acceptance or further study at an accredited institution. All transcripts of candidates for certification are reviewed by the License Advisor within the institution; the State Education Department does not check them. Recommendation by the institution of a candidate's competence to teach is essential for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state:

13 public institutions -- 5,451
20 private institutions --1,719

Average number of teachers certified each year by direct state department evaluation of individual credentials --6,393

Average number of teachers certified each year by higher institutional recommendations to state department -- 13,013

Number of non-certified teachers employed as of the January, 1970 school year -- N.A.

State Education Department Personnel:

21 -- review credentials for certification, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions.
7 process credentials and do related office activities

No significant changes in procedure are anticipated in the near future. Data processing is used. Social security numbers are not part of the certificate numbers.

WYOMING

A. Legal and Policy Structure

1. Validation of out-of-state certificates is specifically provided for by law.
2. There are no certification agreements with other states.
3. Teacher Certification Office may certify out-of-state teachers.
4. State Education Department records contain both a copy of the teacher education program of each institution of higher learning in the state and a record of each certificate issued in the state.

B. Approval of Teacher Education Programs for Certification

State and regional accreditation is required of all institutions in the state which prepare teachers with state accreditation preceding regional accreditation.

C. Criteria for Approval of Teacher Education Programs

Criteria for approval of teacher education programs in the institutions of the state are established by representatives of the State Education Department's Teacher Certification Office, the regional accrediting group, NCATE, higher institutions, and the State Board of Education. Final approval of criteria is granted by the State Education Department. A higher institution may depart from its approved program with the approval of the Teacher Certification Office and the higher institution.

D. Certification Procedures

Courses from non-accredited institutions are accepted toward certification if accepted for a program at an accredited institution. Transcripts of candidates are checked by the State Education Department. Recommendation by the institution of a candidate's competence to teach is required for certification.

E. Statistical and Other Data

Average number of certified teachers prepared each year in higher institutions of the state is approximately 410

Average number of teachers certified each year by direct state department evaluation of individual credentials -- 2,400

Number of non-certified teachers employed as of March 31, 1970-- 42

State Education Department Personnel:

2 -- review credentials for certification
4 -- process credentials and do related office activities
3 -- review credentials, approve teacher education program applications from institutions of higher education, and make evaluation visits to institutions

No significant changes in procedure are anticipated in the near future. Data processing is used and social security numbers are part of certificate numbers.

F. The most expedient way to obtain information about a teacher formerly employed in a school system in Wyoming is to contact the local school board or superintendent.

END